

TSO Events Committee Special Meeting Minutes

Friday, December 5, 2014, 10:30 a.m.

The Committee held a brief special update planning meeting for the Holiday Party and the Alessandro Regio Seminar Series.

Holiday Party Chair Susan Wilkins stated that all systems are a go. Eighty TSO students and front desk people have signed up to attend. Poppinjay's restaurant will provide food and drink (coffee, tea, water) paper plates, napkins and plastic knives, forks and spoons. We'll have bottled water and a variety of sodas left over from the Summer Picnic and stored in coolers with ice. We have reserved three rooms, 1124, 1125 and 1126. Hollis said we may enter and prepare for decorations the day of the party in each room beginning at 9am for room 1125, 10am for 1124 and 11am for 1126. We have enough people to help set up each room at the designated time. The food table will be set up in 1125 allowing access from both sides for food and drink. Room 1125 will be the food and social room, and rooms 1124 and 1126 will be spillover rooms with tables and chairs set up for sit down dining and conversation. All rooms will be decorated with mini lights along the ceilings, cedar and fir boughs, and tree balls on the tables with background music provided by CD players from Susan Wilkins holiday music library. Some wall decorations can be placed on the white boards in each room. Several small garbage bins will be available in each room.

A sign in table will be set up in Room 1125. Virginia will provide an alphabetized list of folks who have registered so they may be checked in by the volunteer attendants. Mona has agreed give a short "welcome" to the Party attendees around 12 noon. Susan is providing decorative plastic table cloths for several tables. That's it!! I think we are all set!

The **Alessandro Regio Seminar** is set for December 15-18. Sixty people have paid for the Arab Spring morning sessions and 40 for the Human Rights afternoon sessions. A check-in table will be set up at the entrance to Room 1125. Jerry will introduce Alessandro on the first day at both seminars.

Jerry met with Alessandro for an hour on Sunday, November 30th to go over the format of his Seminar. There will be a 10 minute break beginning at 11:55am and another at 1:55pm. His lectures will allow plenty of time for interaction with the attendees. He and Jerry discussed how the room should be set up and agreed to a certain arrangement of chairs for better projection of his voice. The chairs will be oriented toward the podium. More volunteers are needed to set up the room: GOOD NEWS!!! Hollis has said we may keep room 1125 in the seminar seating format all four days w/o having to tear down and reset each of the four days.

Alessandro charges \$31/hr., and his total fee will be about \$500. So far, we have collected and deposited \$2000 for his lectures. The only other expense is for coffee, tea and water at the breaks for both morning and afternoon seminars all four days. Poppinjay's will provide the refreshments. Again: I think we are set to go!!

The Museum of Flight: The next week Jerry will be finalizing plans for the Museum of Flight tour and how people will pay. It is still set for January 23rd, a Friday beginning at 10:30am with two tours in the morning and two in the afternoon. There is a restaurant at the Museum for lunch between tours. Each tour will last 1 ½ hours. There can be no TSO sponsored carpooling. The Event will begin and end at the Museum of Flight. Each attendee is responsible for transportation to and from the Museum.

Great Decisions Discussion Group. Thirty students have paid. Virginia and Jerry are trying to equalize the number of students in each session, the Thursday afternoon and Friday morning sessions, with about 15 people in each. Gwen Bevard will moderate one session and we are looking for a moderator for the other session. Dee Kroger said she "might" moderate if no other person could be found. So, we are now set except for the one moderator and room assignment.

We have ordered 30 books from the Foreign Policy Association. At first Jerry was told that the booklet was \$20, so that is what was collected from the 30 students. Then, he was told the price was \$22; however when time came to order, he found that there was a special bulk rate for 30 or more booklets at \$18.25 each. Hey, we made an extra \$37.50!!!!

We are starting this Group in February and it will meet twice a month to discuss one of the eight subjects in the Booklet. Every two weeks a new subject will be discussed. Room assignments for next year cannot be confirmed according to Hollis until later this month. The Decisions Group will run from February through May, 2015.

That sums up the Events Committee's tasks for the moment. Hats off to Virginia Binder for contacting and tracking students who have registered and paid for the various events. Thank you, Virginia!!!!!!!!!!!!

Jerry Harkleroad, Chair